



STATE JOB TRAINING COORDINATING COUNCIL

800 Capitol Mall, MIC 67
Sacramento, California 95814
(916) 654-6836
FAX (916) 654-8987

PETE WILSON, Governor

Barbara N. Shaw
Interim Chair

Dean K. Smith
Executive Director

MEETING NOTICE

December 31, 1997

TO: SJTCC Members and Other Interested Parties

FROM: Barbara N. Shaw, Interim Chair
State Job Training Coordinating Council

RE: **STATE JOB TRAINING COORDINATING COUNCIL OFFSITE
MEETING**

Wednesday, January 14, 1998
10:00 AM - 5:00 PM (approximately)
Radisson Hotel Conference Center
500 Leisure Lane
Sacramento, CA 95815
(916) 922-2020

Meeting notices and the master calendar of the SJTCC are now available on the SJTCC Homepage on the World Wide Web at <http://www.sjtcc.cahwnet.gov/>. Notices will be posted on the Web 5-10 days prior to scheduled meeting dates.

Goals for the Meeting

- Reaffirm and fine tune the Council's two-year workplan for its second year (1998).
- Discuss and determine the priorities of each of the Council's committees and the Executive Committee.
- Evaluate areas of possible duplication in workplans and integrate priorities to reduce any overlaps.
- Actively engage the Council members in focusing the Council's direction for the next twelve months.
- Finalize meeting dates, locations and topics of emphasis for the 1998 year which support the workplan.

AGENDA

| <u>Time</u> | <u>Item and Presenter</u> |
|--------------------|---|
| 10:00 | Welcome, Purpose and Introduction of Facilitation Team Barbara N. Shaw, Interim Chair, SJTCC |
| 10:10 | Review of Goals, Outcomes and Logistics Maridel Moulton |
| 10:15 | Brief Review of SJTCC Mission and Vision and Five Major Goals |
| 10:20 | Identify Broad Goals for 1998 Changes Since Development of Workplan Opportunities and Challenges |
| 11:00 | Break |
| 11:15 | 1998 Workplan Priorities <ul style="list-style-type: none">• Chair's Perspectives• Successes, Challenges• Consensus on Priorities• Ideas for Achieving Priorities<ul style="list-style-type: none">a. Special Committee on Career Competenciesb. Special Committee on Capacity Building |
| 12:00 PM | Lunch |
| 1:00 | Continuation of 1998 Workplan Priorities <ul style="list-style-type: none">c. Oversight and Coordination Committeed. Special Committee on Performance-Based Accountabilitye. One-Stop Career Center System Task Forcef. School-to-Career Task Forceg. Welfare-to-Work Area |
| 2:15 | Break |
| 2:30 | Executive Committee 1998 Workplan Priorities |
| 3:15 | Examine Workplans for possible areas of duplication and make adjustments to enhance integration and avoid overlap. |
| 4:00 | Summary - Check back to Council Vision, Mission and Broad Goals to ensure nothing has been overlooked. |

| <u>Time</u> | <u>Item and Presenter</u> |
|--------------------------------|--|
| 4:30 PM | Confirm 1998 meeting dates, establish locations and topics of emphasis which support the workplan. |
| 4:45 | Next Steps / Evaluation |
| 5:00 | Adjourn |
| Lunch: | Lunch is planned for the Offsite. To make reservations for lunch, please contact Bill Swearingen at (707) 769-5690 by January 9, 1998. The cost of the lunch is approximately \$12.00. |
| Lodging: | A block of rooms has been reserved at the Radisson Hotel for the evenings of January 13 and 14, 1998. The room rate is \$79 plus tax. To make reservations, please contact the hotel directly at (916) 920-2020 by January 5, 1998. The hotel offers complimentary shuttle service to/from the Sacramento International Airport. |
| Directions: | The Radisson Hotel is located off Hwy. 160 at the Leisure Lane/Canterbury Exit, between the downtown and Cal Expo areas. |
| Parking: | Parking at the Radisson Hotel is complimentary at the hotel. |
| Special Accommodations: | Individuals who require special accommodation for disabilities are requested to contact the SJTCC at (916) 654-6836 at least five days prior to SJTCC Meetings. TDD line: California Relay Service (800) 735-2929. |